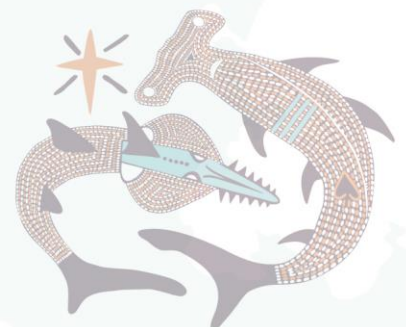




## Position Description

<b>Position Title:</b>	Mining & Sustainability Manager
Position Reports to:	Chief Executive Officer (CEO)
Working Relationships:	<p><b>Internal:</b></p> <p>The Mining &amp; Sustainability Manager will have a close working relationship with ALC's Executive Office, Mangers, Board and all ALC employees.</p> <p><b>External:</b></p> <p>The Mining &amp; Sustainability Manager will develop and maintain an extensive network of contacts with various external advisors, relevant Federal, State and Local government departments, South 32, Winchelsea Mining Company, Aboriginal Corporations, Traditional Owners, Community members, and other stakeholders as required.</p>
Location:	Groote Archipelago, based in Alyangula
Hours:	Full time





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## ALC Background

The Anindilyakwa Land Council (ALC) represents the Traditional Owners of the Groote archipelago. The ALC officially commenced in 1991; replacing the role previously carried out by the Northern Land Council. The Northern Land Council, however, continues to function as the Native Title Representative body for the Groote Archipelago region. The ALC functions to ascertain and express the wishes and opinions of the Anindilyakwa people as to the management of the land and sea in the Groote archipelago region, to protect interests of Traditional Owners, to assist in protection of sacred sites, to assist Anindilyakwa people in traditional land claims, to negotiate with persons desiring to obtain an estate or interest in the land, to assist Traditional Owners in carrying out commercial activity, and to supervise and provide administrative and other assistance for Land Trusts holding Indigenous land in the Groote archipelago region.

The Anindilyakwa Land Council has jurisdiction over a large area of land and sea in the Groote Archipelago with Traditional Owners of land and sea country residing in the communities of Angurugu and Umbakumba on Groote Eylandt, and at Milyakburra on Bickerton Island. Anindilyakwa society is comprised of 14 clans divided into two moieties with most community members holding language competence in Anindilyakwa and one of the mainland languages such as Nunggubuyu or Yolngu Matha.

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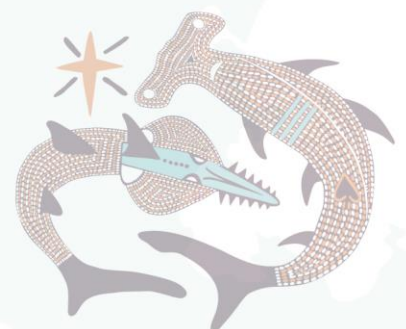
## The Vision of the ALC is to:



**Protect, maintain  
and promote  
Anindilyakwa  
culture**

**Invest in the  
present to build a  
self-sufficient  
future**

**Create  
pathways for youth  
to stand in both  
worlds**





## Mission Statement

To assist Indigenous people in the Groote archipelago by:

Enhancing their inherent rights and interests, including their rights to land, territories and resources, deriving from their culture, traditions and customary laws;

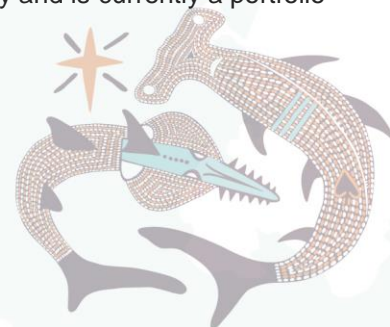
Empowering their control over developments affecting their land, territories, resources and culture;

Providing greater unity by provision of equitable representation and an unbiased focus for political, social, economic and cultural action and research.

## ALC Values

<b>One People, One Family</b>	Ngarrurrakawuruma ngernumamalya
<b>Pride</b>	Ngarriwerrikiya ngmakwajinama
<b>Honesty/Truth</b>	Akuwerrikilyangmandukunadinama
<b>Listen</b>	Akeningmidini-yada
<b>Respect</b>	Akumaringkirradinama

ALC is an independent statutory authority of the Commonwealth, subject to the *Public Governance, Performance and Accountability Act 2013*, described therein as a Corporate Commonwealth Entity and is currently a portfolio agency of Prime Minister and Cabinet.





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## Position Overview

The Mining & Sustainability Manager reports to the CEO and is responsible for administering the requirements and responsibilities under the Aboriginal Land Rights Act (ALRA) (NT) 1976, particularly in relation to Part IV of the Act and the Aboriginal Land Act (NT) 1978, for the ALC. The Mining & Sustainability Manager will work with and provide managerial support to the Mining & Sustainability Officer.

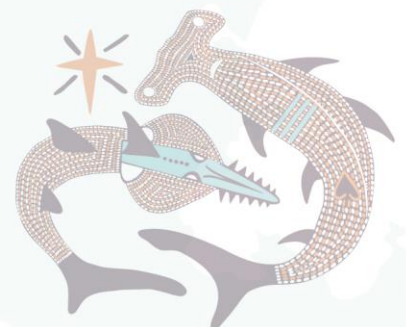
The Mining & Sustainability Manager acts as an important conduit for the development and access to Aboriginal Lands by mining companies. This position is responsible for ensuring that an appropriate level of protection is afforded to the environment and lands of the Anindilyakwa people, particularly in relation to ongoing assessments of mining related activities and in the development of sustainable outcomes for the "Future Groote Economy" upon Mine Closure.

Additionally, the Mining & Sustainability Manager ensures the interests of the Traditional Owners are protected where possible in relation to environmental threats and ensures that all mining development is undertaken in a manner that takes into account the interests of the Traditional Owners at all times. As part of this requirement, the Mining & Environment Manager is required to regularly liaise and work with the ALC's CEO and Chairperson in the formulation of long-term sustainable outcomes from mining activities.

The Mining & Sustainability Manager is responsible for department productivity and performance, conducting probation and annual performance reviews, participating in recruitment and selection activities, approving and preparing for employee leave requests, department succession planning and identifying department and individual development and training requirements, as well as budget planning and approving of department expenses.

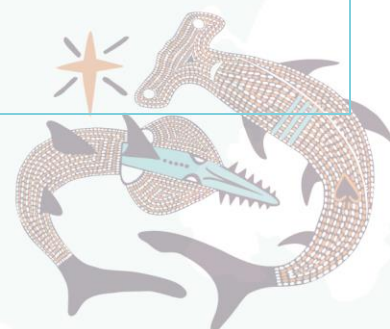
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## Responsibilities



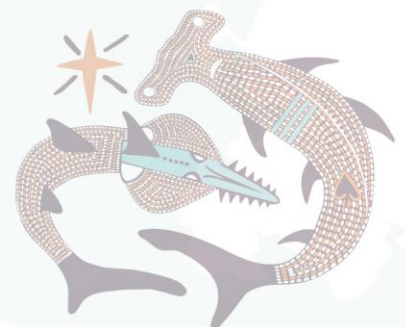


Duties	Success Indicators
<ul style="list-style-type: none"><li>• Administer the ALC's requirements under the Aboriginal Land Rights Act (NT) 1976, particularly in relation to Part IV of the Act.</li><li>• Administer responsibilities under the Aboriginal Land Act (NT) 1978 for the ALC.</li><li>• Ensure that mining and exploration activities undertaken within the Groote Archipelago are carried out in accordance with agreements that are in place and that the interests of Traditional Owners are protected, including the environment.</li><li>• Liaise with various Government departments, Commonwealth and Northern Territory Government in relations to Mining issues relating to the Groote Eylandt archipelago.</li><li>• Work with South 32 and Winchelsea Mining to ensure a co-operative relationship is maintained with the ALC and any requirements are managed in an appropriate manner.</li><li>• Liaise with Traditional Owners, South 32 and Winchelsea Mining to develop a range of sustainable outcomes from mining activities including:<ul style="list-style-type: none"><li>○ The development of renewable power supply to Groote</li><li>○ The development of bio-diesel supply</li><li>○ Renewable timber supply as part of current mining rehabilitation practices</li><li>○ The potential of utilizing post-mining landforms to support possible aquaculture hatcheries and grow-out ponds</li><li>○ The potential of utilizing post-closure landforms as platforms for renewable power stations</li></ul></li><li>• Liaise with South 32 and Traditional Owners to develop comprehensive Mine Closure Plans. Specifically to provide sustainable outcomes for all mining related infrastructure for Traditional Owner benefit including:<ul style="list-style-type: none"><li>○ The Townsite of Alyangula</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Shows capacity to communicate effectively and respectfully with all internal and external stakeholders from community members to Senior Government Officials and Mining Managers.</li><li>• Successfully administers the ALC's requirements and responsibilities under the Aboriginal Land Rights Act and Aboriginal Land Act.</li><li>• Builds effective working relationships and trust networks with Traditional Owners to establish and protect their interests and carry out agreements that are in place.</li><li>• Establishes and maintains a co-operative relationships with South 32 and Winchelsea Mining, with requirements managed appropriately and within appropriate timeframes.</li><li>• Mining activities in the Groote Archipelago have correct permissions and their approved practices minimise damage to the environment and Aboriginal Culture.</li><li>• Mining activities are orientated towards long term sustainable positive financial and infrastructure outcomes for the Future Groote Economy</li><li>• All reporting requirements are completed accurately and delivered within required timeframes.</li><li>• Rental Payments are processed correctly in accordance with clan's member's direction.</li><li>• Provides adequate managerial support and guidance to the Mining &amp; Environment Officer.</li><li>• Annual budgets and related requirements are finalised with Management Accountant by deadlines.</li></ul>



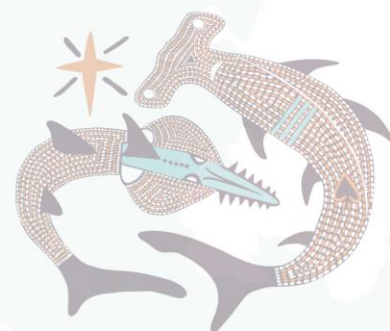


- Milner Bay export facilities
  - All mine processing plant associated infrastructure
- Work effectively and support the Mining & Sustainability Officer.
- Manage, monitor and evaluate staff performance to enable individual and team professional growth and development, addressing staff performances as required and according to HR policy.
- Manage department budget and forecast budgetary requirements.
- Manage the mining Leases agreements and planning including:
  - Drafting and negotiation of proposed mining agreements
  - Economic Development funds and audit
  - Haul road plans
  - **NHM protection**
- Coordinate Timber Access Agreements and Cemetery Agreement negotiations.
- Conduct monthly mine site visit inspections 6 monthly Alyangula works reviews
- Manage mining related complaints
- **MLC member coordinator meetings with Groote Eylandt Mining Company (GEMCO) and Winchelsea Mining.**
- Participate in the Alyangula Futures committee
- Preparation and management of budgets for all areas of the department.





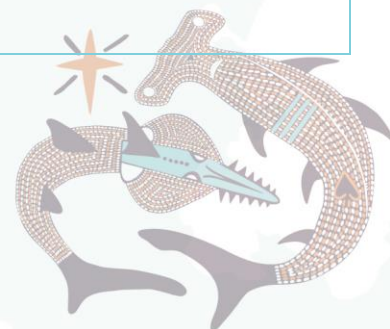
General Duties	Success Indicators
<ul style="list-style-type: none"><li>• Ensuring appropriate confidentiality of information is maintained at all times</li><li>• Completing ad-hoc reporting as required</li><li>• Undertaking the responsibilities of the position adhering to:<ul style="list-style-type: none"><li>○ ALC policies and practices</li><li>○ WHS legislation and requirements</li><li>○ All other legal requirements</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Ensuring that staff comply with confidentiality requirements</li><li>• Ensuring that required reporting is completed in a timely and effective manner</li><li>• Demonstrating compliance with relevant ALC policies and procedures specific to WHS and other legislative requirements</li></ul>





## Selection Criteria

Essential	Desirable
<ol style="list-style-type: none"><li>1. Bachelor's degree in Environmental Sciences or similar.</li><li>2. Demonstrable prior experience in the Mining Industry in relation to land or environmental Management and in particular sustainable outcomes from mining activities for local communities.</li><li>3. Comprehensive knowledge and understanding of the Aboriginal Land Rights Act (NT).</li><li>4. Excellent written and verbal communication skills with the ability to liaise effectively, respectfully and professionally with stakeholders at all levels.</li><li>5. Demonstrable understanding on environmental systems and how this relates to the protection of land and sea interests of Traditional Owners.</li><li>6. Ability to negotiate fair outcomes and find the middle ground in difficult negotiations.</li><li>7. The ability to maintain a high level of confidentiality when dealing with highly sensitive matters.</li><li>8. Intermediate level computer skills, with experience using Microsoft Office.</li><li>9. Hold a valid drivers licence, with experience in the operation of 4WD vehicles preferred.</li></ol>	<ol style="list-style-type: none"><li>1. Post Graduate studies in Environment Management.</li><li>2. An understanding of Aboriginal Culture, particularly in the Northern Territory, with previous experience working with Aboriginal people in a remote community.</li><li>3. Experience demonstrating a capacity to build trust with stakeholders of all levels and within an Aboriginal Community.</li></ol>







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## Other Information

Pre-employment screening, including an AFP criminal record check, may be undertaken on the person who is being recommended for appointment.

This position will be required to work out of hours on an as-required basis.

